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OTE 85-4010

30 MAY 1985

MEMORANDUM FOR: Executive Director

VIA: Deputy Director for Administration
Administrative Officer, DCI

FROM:

[REDACTED]
Director of Training and Education

25X1

SUBJECT: Request for Approval to Incur Expenses
[REDACTED] on 27 June 1985

25X1

1. Approval is requested to incur expenses allowed under
[REDACTED]

25X1

2. I believe the expenditure of appropriated funds is
authorized [REDACTED] for the costs of a reception and dinner
in the Director's Dining Room on 27 June 1985 for the participants
in the Ambassadorial Seminar. [REDACTED]

25X1

25X1

3. Although we have not received the names of the partici-
pants from the Department of State, we expect approximately 16
newly appointed Ambassadors and three State Department officers. [REDACTED]

25X1

4. Other U.S. Government employees present, including their
title and organizational affiliation, will be:

Clair E. George/SIS

Deputy Director for Operations

25X1

[REDACTED]
Chief, Soviet/East European
Division/DOChief, Counterintelligence
Staff/DO

Chief, Central Cover Staff/DO

Dean of Conferences, Center for
the Study of Intelligence,
Office of Training and Education/DATraining Assistant, Center for
the Study of Intelligence, Office
of Training and Education/DA

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5. I certify that the attendance of the individuals listed in paragraph 4 has been requested and is considered essential to the conduct of official Government business and further that the function will facilitate the accomplishment of the DCI's duties and responsibilities.

25X1

6. The estimated cost of this function is \$700.00.

25X1

25X1

CONCUR:

Deputy Director for Administration

Date

I certify the availability of funds in the amount indicated in paragraph 6.

Budget and Fiscal Officer, DCI

Date

APPROVED:

Executive Director

Date

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OTE/CSI [REDACTED] (27May85)

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